



Terry Tamminen
Secretary for
Environmental
Protection

California Integrated Waste Management Board

Linda Moulton-Patterson, Chair
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Arnold Schwarzenegger
Governor

April 1, 2004

To: Used Oil Block Grant Recipients

Subject: Application for the Used Oil Recycling Block Grant (10th Cycle) Fiscal Year 2004/2005 (BG10)

Enclosed is the Application for BG10. Used Oil Block Grants (Block Grants) are not competitive. To receive a Block Grant local governments need only:

- (1) submit a timely, completed application package;
- (2) not be delinquent with any annual report for previous grant cycles;
- (3) return the executed Grant Agreement within ninety (90) days of the date of mailing by the California Integrated Waste Management Board (CIWMB); and,
- (4) pay in full, within ninety (90) days from the date of the award, of all outstanding debt(s) owed by the proposed Grantee to the CIWMB.

The CIWMB expects to award these grants at its July 2004 Board Meeting. Funding is subject to availability.

NOTICE TO PROCEED: A new policy of the Used Oil program is to send a legal notification, called a Notice to Proceed, to all Grantees, which provides the effective date you are authorized to begin incurring costs related to your grant. The Notice to Proceed for UBG10 is expected to be July 1, 2004.

DRAFT PROCEDURES AND REQUIREMENTS: The draft version of the Procedures & Requirements will be available online for your reference at our website www.ciwmb.ca.gov/usedoil/grants/Block/10thCycle.

APPLICATION: To simplify the application process, a partially completed application form is included based on information submitted in your BG9 application. If you did not apply for the 9th cycle, you will receive a blank application.

California Environmental Protection Agency

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The energy challenge facing California is real. Every Californian needs to take immediate action to reduce energy consumption. For a list of simple ways you can reduce demand and cut your energy costs, see our Web site at <http://www.ciwmb.ca.gov/>

RESOLUTION AND LETTERS OF AUTHORIZATION:

All applications must be accompanied by an approved resolution for the grant cycle from the applicant's governing body authorizing submittal of an application for the Used Oil Recycling Block Grant. For applications with regional participants or co-operative participants, the regional participants or co-operative participants may substitute a letter of authorization for a resolution.

OPTION FOR PAYMENT REIMBURSEMENT: A payment reimbursement option is available for Block Grantees receiving \$20,000 or less per cycle. In lieu of receiving an advance payment, Grantees may receive reimbursement payments to avoid tracking interest.

APPLICATION DUE DATE: Complete applications including an approved resolution and, if applicable, letters of authorization must be **received by the CIWMB no later than June 1, 2004, 4:00 p.m.** Postmarks will not be considered. Applications received after **June 1, 2004, 4:00 p.m.** will not be accepted and will be returned to the applicant. **Please note: the June 1, 2004, 4:00 p.m. due date is firm. No application time extensions will be granted. Appeals from this requirement will not be considered.**

Only mailed and hand delivered (received by June 1, 2004, 4:00 p.m.) applications will be accepted. Faxed and e-mailed applications will not be accepted.

Please mail applications to:

California Integrated Waste Management Board
Attn: Grants Administration Unit, MS 10
Used Oil Block Grant FY 2003/2004 (10th Cycle)
1001 I Street
P.O. Box 4025
Sacramento, CA 95812-4025

For instructions and detailed Block Grant program information with resolution and authorization samples, as well as the downloadable version of the application, visit our website at www.ciwmb.ca.gov/usedoil/grants/Block/10thCycle. If you have any questions about the application, please contact the CIWMB Grant Manager or Cheryl Williams at (916) 341-6462.

Sincerely,

Steve Hernandez

Steve Hernandez, Acting Branch Manager
Used Oil and Household Hazardous Waste Branch

Enclosure